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Salve Regina University, "Faculty Assembly Minutes, 2-6-19" (2019). *Faculty Assembly Documents*. 299.
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Faculty Assembly
February 6, 2019
Minutes

I. Call to Order and Quorum Count (57)

II. Reflection (Sister Pat Combies)

Sr. Pat read a prayer by Pope Francis

III. Approval of the Minutes of the Faculty Assembly Meeting of December 5, 2018*

No changes

Approved by voice vote

Ay – all

No – none

Abstentions - none

IV. UPDATES

SRU day (Erin Barry)

Deadline is extended one week (Old date was Feb. 7)

Please, faculty, encourage your student to submit proposals!

V. Sharing Faculty Scholarship

(Elaine Silva Mangiante, Jen McClanaghan, and Heather Axen)

Jen McClanaghan gave a very interesting presentation of her work as a poet

Heather Axen presented the sample of a possible future faculty scholarship booklet

VI. COMMITTEE REPORTS: slate of reports

Jim explained the new method of elected committee reports. This allows us more time for discussion and votes. We took an informal show of hands vote to keep it in the body of an email, and there was overwhelming support to do so.

Curriculum Committee (Liz Fitzgibbon)

We have today 3 proposals that end their 30 days, and no vote is required on those. There were few many comments on SharePoint; Liz briefly described those comments. All 3 proposals are accepted.

There is one new no-vote needed ADJ proposal up for review on SharePoint.

Catalogue revisions are currently being worked on.

Next deadline for 30 day proposal is Feb. 18.

Nominations and Elections Committee (Lindsay Guarino)

Lindsay and Tom Arruda presented.

Nomination requests and then Ballots will be arriving in your email soon.

There are 21 seats that will become available

Faculty Manual: There are no procedures in writing for our elections, and so we are working on those.

1. Committee chairs please convene and submit a job description for the positions on the committees. So people can have some knowledge of the open positions.
2. Nominees will be asked for a statement of no more than 200 words explain why they want to serve on the committee. Statements are voluntary for this pilot and will be posted on canvas.
3. Be sure to check your clutter folders around election time.

Faculty Manual Commission (Troy Catterson and Susannah Strong)

We have a dedicated email that goes to all members on this committee:

fmc@salve.edu

The motion was put on the board:

The Faculty Manual Commission moves to amend the *Faculty Manual* by replacing Chapter XII: **Changes and Interpretations of the *Faculty Manual*** with the text submitted to the Faculty Assembly at its meeting in December of 2018. (motion was placed on CANVAS in December)

MOTION to AMEND Section E to:

- a. The Faculty Manual Commission is responsible for publishing, maintaining, and incorporating all approved changes. The Faculty Manual Commission corrects all obvious errors.
- b. The Faculty Manual Commission will publish a PDF version of the Faculty Manual, which will be located on the Faculty Assembly site on Canvas. All approved revisions and editorial changes are disseminated to all faculty via email notification and updates to the PDF edition of the Faculty Manual.
- c. The Faculty Manual Commission publishes all changes within 30 days of its approval.

68 votes

Y: 32

N: 27

A: 9

Motion Passed

Q: Why wait 30 days? Amendment to strike the 30 days in the three spots. There was a second.

Mary Lou: is there any reason why we might need the 30 days? James Mitchell: We can always request more.

MOTION to AMEND Chpt. XII to strike 30 days after President's approval (in three locations)

Y: 48

N: 10

A: 3

Motion Passed

NOW back to the original motion:

THE ORIGINAL MOTION with the above AMENDMENTS:

Y: 60

N: 0

A: 3

Motion Passed

Announcements:

Paula Martasian and Amy Cady are driving the students to West Virginia and she is looking for \$1,000.

Amanda Minor attended IT council and reports:

- Please do the security training on the portal
- My Salve was discussed; there will be another training in February, please go, very informative
- They are working on short videos on My Salve
- IT is rolling out the multifactor analysis for our email passwords. Donna says it is not painful. It will go out department by department.

VII. Update on Some Key Initiatives

IT-Faculty Liaison Ad Hoc Committee

We need 3 volunteers: 1 from grad and 2 others

It will set up a structure and a tentative list of issues.

Faculty Innovation Sessions

They have been good and fun and we made some progress. Please attend.

Update: Graduate Curriculum Matters

They are on a 12 month contract and undergrad professors are not, but FA votes in all proposals. Jim laid out the plan and how we will vote in the summer on the rare times when this is necessary for graduate program proposals.

VIII. ANNOUNCEMENTS

Nancy the Provost said:

- Please come to President-elect Dr. Kelli Armstrong's town hall meeting.
- Art, Business, and Nursing departments passed their accreditations with flying colors.

IX. EXECUTIVE SESSION

X. Adjournment